



# TOWN OF HANOVER DEPARTMENT OF MUNICIPAL INSPECTIONS CONSERVATION OFFICE

TOWN HALL, 550 HANOVER STREET, HANOVER, MA 02339 • (T) 781-826-6505 • (EMAIL) OFFICE.CONSERVATION@HANOVER-MA.GOV

## SUPPLEMENTAL BYLAW INFORMATION FORM- FOR SUBMITTAL WITH CONSERVATION APPLICATIONS

**SUBMIT THIS FORM TO HANOVER CONSERVATION OFFICE ONLY – DO NOT SEND THIS FORM TO DEP**

1. **Property Location:** \_\_\_\_\_, Hanover, MA **Map(s):** \_\_\_\_\_ **Lot(s):** \_\_\_\_\_
2. **Application Type:** ☐ ANRAD ☐ NOI ☐ RDA ☐ Req. for Ext. ☐ Req. for COC ☐ Other: \_\_\_\_\_
3. **This application is filed under:** ☐ both WP Act and WP Bylaws ☐ WP Act only ☐ WP Bylaws only
4. **Name of Applicant:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_
5. **Is Property Owner the Applicant?** ☐ Yes ☐ No- If not, list name & address here and on DEP form<sup>1</sup>.
  - a. **Property Owner:** \_\_\_\_\_ **Address:** \_\_\_\_\_
6. **Are there more than one property owners or applicants?** ☐ No ☐ Yes- If so, list name and address of all property owners and which lot(s) they own on a separate sheet of paper and attach to this page.
7. **Are there multiple parcels?** ☐ No ☐ Yes- If so, list Map and Lot #'s for **each lot** with property recording information (Book and Page or Certificate #) **for each lot**.  
Example: *Map 10, Lot 1: Mable Short, Prop. Owner- Bk 32563, Pg 145 and/or Map 11, Lots 5, 6, 7: Dorothy Long, Prop. Owner- Bk 4546, Pg 66*
8. **List all resource areas on site:** ☐ BVW ☐ IVW ☐ BLSF ☐ ILSF ☐ Per. Stream ☐ Int. Stream  
☐ Riverfront Area ☐ Vernal Pool- potential/certifiable/certified ☐ buffer only zone to \_\_\_\_\_ ☐ Other: \_\_\_\_\_
9. **Does the project meet the required Bylaw setbacks to wetlands?** ☐ Yes ☐ No- If not circle which one not met:
  - a. 25 ft no-disturbance/no work and 35 ft. no-structure setbacks for residential projects
  - b. 35 ft no-disturbance/no work and 50 ft. no- structure setbacks for commercial/industrial projects
  - c. 100 ft. no-disturbance setback to potential, certifiable or certified vernal pools**If (check one or more) ☐ 9.a. ☐ 9.b. ☐ 9.c. can not be met, explain why on a separate sheet and attach.**
10. **What type of erosion control?** ☐ filter sock ☐ hay bales/silt fence ☐ silt fence only ☐ other: \_\_\_\_\_
11. **What is the closest distance:** (Show these distances on your plans with arrows ←→)
  - a. from proposed erosion control/limit of work to wetland? \_\_\_\_\_ ft.
  - b. from closest proposed structure, (e.g. house, garage, septic tank) to wetland? \_\_\_\_\_ ft.
  - c. from closest proposed leaching field to wetland? \_\_\_\_\_ ft.

**For multiple wetlands/buffer zones make a list using a. through c. for each and show all on plans.**
12. **All applications require the submission of a completed Bylaw Fee Schedule Calculation Worksheet and the appropriate fees in full.** (This is in addition to the DEP "City/Town" portion of State Fees listed in Section A of NOI)
  - a. Bylaw fees Check #: \_\_\_\_\_ Ck. Date: \_\_\_\_\_ Bylaw fees Check amt. \$ \_\_\_\_\_
13. **All ANRAD's and some NOI's/RDA's** require the establishment of a **Guaranteed Deposit Account** for the purpose of peer review. Call the Conservation Office 781-826-6505 prior to submitting applications/plans for all ANRAD's & those NOI's/RDA's with multiple or larger-numerous wetland resource areas for amount due.
14. **For Requests for Extensions and Requests for Certificates of Compliance (COC)-**
  - a. enter Bylaw #: **BL** \_\_\_\_\_ and DEP File Number: **SE 31-** \_\_\_\_\_.
  - b. for permits with Superseding Orders from DEP, submit Requests for Ext & COC to DEP also<sup>2</sup>.
15. **Signature of Property Owner:** \_\_\_\_\_ and/or **Applicant:** \_\_\_\_\_

<sup>1</sup> Property Owner must sign this form and DEP applications whether they are the Applicant or not.

<sup>2</sup> DO NOT SUBMIT THIS FORM TO DEP